



STATE OF HAWAII
DEPARTMENT OF HUMAN RESOURCES DEVELOPMENT
235 S. BERETANIA STREET
HONOLULU, HAWAII 96813-2437

December 30, 2005

Departmental Circular Number 05-08

TO: All Department Heads
FROM: Marie C. Laderta, Director
SUBJECT: Amendments to the Compensation Plan

A handwritten signature in black ink, appearing to read "Marie C. Laderta", written over the "FROM:" line of the memo.

Please amend your copy of the State of Hawaii's Compensation Plans dated July 1, 2005, as follows:

PART I - WHITE COLLAR

- 3.516 Delete Educational Evaluator II, effective 7/3/05
- 3.517 Delete Educational Evaluator III, effective 7/3/05
- 3.518 Delete Educational Evaluator IV, effective 7/3/05
- 3.741 Change salary grade only for Homestead Asst I from SR-11 to SR-13, effective 7/1/94
- 3.742 Change salary grade only for Homestead Asst II from SR-13 to SR-15, effective 7/1/94

PART III - EMCP

- 17.460 Add Managing ACO I, EM-3, BU-35 HJ, EEO:A, FLSA:E, effective 12/1/05
- 17.470 Change title and job code for Assistant Managing ACO to 17.461, Managing ACO II, effective 12/1/05
- 17.471 Change title, job code and salary grade for Managing ACO I, EM-3 to 17.462, Managing ACO III, EM-5, effective 12/1/05
- 17.472 Change title and job code for Managing ACO II, to 17.463, Managing ACO IV, effective 12/1/05
- 17.464 Add Corrections Manager I, EM-3, BU-35 HJ, EEO:A, FLSA:E, effective 12/1/05
- 17.465 Add Corrections Manager II, EM-4, BU-35 HJ, EEO:A, FLSA:E, effective 12/1/05
- 17.469 Change job code only for Corrections Program Development Officer to 17.450, effective 12/1/05
- 17.473 Change title and job code for Corrections Manager I to 17.466, Corrections Manager III, effective 12/1/05

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| 17.474 | Change | title and job code for Corrections Manager II to 17.467, Corrections Manager IV, effective 12/1/05 |
| 17.476 | Change | job code only for Corrections Program Admr to 17.468, effective 12/1/05 |

PEN AND INK CHANGES to the class Specifications and Minimum Qualification Specification

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| 17.469 | Corrections Program Development Officer, change class code for Part I and II from 17.469 to 17.450, effective 12/1/05. |
| 17.473, 17.474 | Delete all references to Corrections Manager I and II as they have been superseded and replaced by 17.464 and 17.465, effective 12/1/05. |

Note: Salary schedule for BU-01, effective 10/01/05, is attached.

AMENDED CLASS SPECIFICATIONS/MINIMUM QUALIFICATION SPECIFICATIONS

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| 3.741 | Homestead Assistant I, Part I & II |
| 3.742 | Homestead Assistant II, Part I & II |
| 5.335 | Forester VI, Part II only |
| 5.425 | Geologist I, Part II only |
| 5.427 | Geologist II, Part II only |
| 10.264 | Building Maintenance District Supervisor, Part I & II |
| 17.461 | Managing ACO II, Part I & II |
| 17.462 | Managing ACO III, Part I & II |
| 17.463 | Managing ACO IV, Part I & II |
| 17.466 | Corrections Manager III, Part I & II |
| 17.467 | Corrections Manager IV, Part I & II |

The effective dates of all transactions resulting in the assignment of classes to salary ranges are subject to certification as to the availability of funds by the Director of Budget and Finance. Moreover, departments affected by such actions are required to comply with instructions issued by the Department of Budget and Finance as to how to compute and report the additional cost resulting from the actions taken.

The compensation of incumbents of positions in each class on which action is taken will be computed in accordance with existing laws, rules and regulations concerning compensation. Departments are requested to notify incumbents affected by changes in the Compensation Plans.